

**APPROVED BOARD MINUTES April 10, 2014**

MOTION by Trustee Warmus and seconded by Trustee Mezydlo, to go into Executive Session to discuss pending litigation, 7:17 pm. Carried.

MOTION by Trustee Retzlaff, and seconded by Trustee Warmus, to adjourn from Executive Session 7:25 pm. Carried.

The Village Board meeting was called to order at 7:30 PM by Mayor Manicki, who led the pledge to the flag.

**PRESENT:** Mayor Manicki, Trustees Retzlaff, Warmus and Mezydlo, Clerk/Treasurer Wachowiak, CEO Czechowski, Superintendent Sitzman, Erie County Legislature Ted Morton, Eugene Nuwer, Dick Kegler, Sue DeWitt, Alden Advertiser and one students.

Absent: Trustee Daluisio, Deputy Clerk Galbraith and Attorney Trapp.

**MOTION** by Trustee Mezydlo, seconded by Trustee Retzlaff, to approve the minutes of the March 27, 2014 meeting. Carried.

**MOTION** by Trustee Mezydlo, seconded by Trustee Retzlaff, to approve for payment bills on abstract dated April 10, 2014. Carried

Payroll	\$34,736.54
Abstract	\$17,123.42

**MOTION** by Trustee Mezydlo, seconded by Trustee Retzlaff, to approve the following monthly reports for March: Treasurer, Court, CEO, DPW, Fire, and Fire fuel report. Carried.

**COMMUNICATIONS**

Request from the Alden Hook and Ladder Fire Company for Brian Tichy voted into membership and list of Chiefs, request from the town concerning use of Firemen's Memorial Bandstand Park for summer concert series, request from Alden Substance Abuse Coalition for a donation, Association of Erie County Governments meeting notice, J.O'Connell & Associates Grants Consultants newsletter, RBC Wealth Management Portfolio Account Statement, request from Alden Hook and Ladder for carnival sponsorship and Heritage & Reunion weekend requirements, reminder of Superintendent Advisory Committee meeting on April 24, letter from Trident Insurance concerning claim on Railroad St., NYSIF credit notice, Village Officials Association meeting notice, request to erect a sign in Bandstand Park by the Alden School to advertise Budget Vote, check from Erie County concerning sales tax distribution, League of Women Voters newsletter, packet from Industrial Appraisal Company, letter from Time Warner Cable concerning channel changes, correspondence from Crown Benefits Group offering evaluation plan explaining Obamacare, newsletter from NYS Assembly Committee on Cities, and magazines from American City & Country and Carrot-top Industries.

**MOTION** by Trustee Warmus, seconded by Trustee Mezydlo, to file as received all correspondence. Carried.

**RESOLUTIONS/APPOINTMENTS/REQUESTS/MOTIONS:**

Motion April 10, 2014

MOTION by Trustee Retzlaff, and seconded by Trustee Warmus, to approve the Alden Hook & Ladders request the following pertaining to their annual Heritage and Reunion Weekend, 2014:

- Permission to host annual parade, Saturday June 21<sup>st</sup> at 6 pm, and post no parking signs as needed the day of the event along the parade route.
- Daily dumpster pick-up and disposal (Alden High School dumpster), waiving extra fees.
- Use of Village flatbed during parade for judge's stand
- Permission to set off fireworks display in the village at the High School by Young Explosives. Carried.

MOTION by Trustee Warmus, and seconded by Trustee Retzlaff, to approve the refund of the late fee for Morris, Irving St., on their Feb. water bill payment. Carried.

MOTION by Trustee Mezydlo, and seconded by Trustee Retzlaff, to approve Brian Tichy, to Fire/EMS status, as voted on and approved by membership. Carried.

MOTION by Trustee Retzlaff, and seconded by Trustee Warmus, to approve the following elected officers as voted on and approved by membership:

Chief Keith Sitzman

1<sup>st</sup> Assistant Chief – Ricky Greis

2<sup>nd</sup> Assistant Chief – Ryan Sheedy

3<sup>rd</sup> Assistant Chief – David Siegel Carried.

MOTION by Trustee Retzlaff, and seconded by Trustee Mezydlo, to approve for payment EMS/Fire for payroll period March 22-April 4, 2014. Carried.

MOTION by Trustee Warmus, and seconded by Trustee Mezydlo, to approve the following properties as exempt from the requirements of Chapter 203 of the Code of the Village of Alden, as it pertains to the storage of unlicensed vehicles on said properties.

All of the following have submitted appropriate request letters accompanied by valid New York State Department of Motor Vehicles licenses for this type of activity.

Approval to expire March 31, 2015.

- Impala Brothers, 13409 Broadway
- MW Equipment Sales, 13448 Broadway
- D & S Automotive, 13450 Broadway
- Select Auto, 13374 Broadway
- Orlando DiCenso Auto Sales, 13429 Broadway. Carried.

MOTION by Trustee Retzlaff, and seconded by Trustee Mezydlo, to approve a sign permit for LJL Electrical & Heating, 13419 Broadway, as per submitted application. Carried.

MOTION by Trustee Retzlaff, and seconded by Trustee Mezydlo, to approve a temporary business sign permit for Makes Sense, 13295 Broadway, as per submitted application. Carried.

MOTION by Trustee Retzlaff, and seconded by Trustee Mezydlo, to approve the Town of Alden's request to use Firemen's Memorial Bandstand Park, close Church St. and erect a sign on the day of the concert for the following days:

Wednesday, July 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup> and August 6<sup>th</sup>, 13<sup>th</sup> and 20<sup>th</sup>. Carried.

MOTION by Trustee Warmus, and seconded by Trustee Mezydlo, to declare the DPW Water Department brass fitting inventory which is not compliant with the new no lead brass regulations surplus and to be disposed of by the Department. Carried.

MOTION by Trustee Mezydlo, and seconded by Trustee Retzlaff, to authorize the purchase of one (1) Ford F550 mini-dump from Van Bortel Ford, using the Chautauqua County bid for the sum of \$42,641.72. Budgeted item. Copy of contract with Chautauqua. Carried.

MOTION by Trustee Retzlaff, and seconded by Trustee Warmus, to adopt the 2014-2015 village budget at a tax rate of \$12.65 per thousand.

Roll Call Vote: Trustee Retzlaff – aye  
Trustee Warmus – aye  
Trustee Mezydlo – aye  
Mayor Manicki – aye. Carried.

MOTION by Trustee Retzlaff, and seconded by Trustee Mezydlo, to allow the school to publicize school budget vote on the sign in front of the Municipal Building, one week from May 13 – May 20. This is due to the fact, that the Firemen's Memorial Bandstand Park, already has 2 signs allotted for that time. Carried.

### **Public Hearing, 2014-2015 Garbage/Refuse Rate Increase**

Motion by Trustee Mezydlo, and seconded by Trustee Retzlaff, to enter into the Public Hearing for the garbage rate increase, 7:45 pm. Carried.

The proposed increase in the garbage/refuse fee from \$183.17, to \$187.28 per unit, will be assessed to the Village taxes, effective with the 2014-2015 tax roll.

The increase is necessary due to a 3% increase in tipping fees.

Richard Kegler, 1426, Mechanic St., questioned why this years fees are budgeted the same as last year. The village rate is \$12.81 over the town per unit, \$9 in two years. Are we pricing ourselves out of this business? We did not ask for RFP's, we bought a new packer.

MOTION by Trustee Retzlaff, and second by Trustee Mezydlo, to close the Public Hearing, and return to the regular meeting, 7:50 pm. Carried.

**BUSINESS FROM FLOOR:**

Erie County Legislator Ted Morton was present, to introduce himself to the board. He explained the county has the highest reserves now than ever before that are not allocated, 4% non taxed land here. The Legislature is running a special session April 24, Legislator Morton will keep the Village informed. The County roads in the Village are in disrepair. They include: Crittenden, West Main and Exchange. Crittenden, is in the worst condition of the three. Morton, will discuss it with his assistant tomorrow.

**REPORTS FROM COMMITTEES/DEPARTMENTS:**

**Superintendent Sitzman** – started to do yard waste, electronic recycling switch, road patching starting 4/10 and looking at sidewalk repairs.

**Clerk Wachowiak** – received a credit from NYSIF

**Trustee Mezydlo** – attended the school reconstruction meeting with the Lions/Kiwanis clubs. Thank you to the committee, very good meeting.

**UNFINISHED AND TABLED BUSINESS:**

None

MOTION by Trustee Retzlaff, seconded by Trustee Mezydlo, to adjourn at 8:10 p.m. Carried.

**ORGANIZATIONAL MEETING APRIL 10, 2014**

**PRESENT:** Mayor Manicki, Trustees Retzlaff, Warmus and Mezydlo, Clerk/Treasurer Wachowiak, CEO Czechowski, Superintendent Sitzman, Erie County Legislature Ted Morton, Eugene Nuwer, Dick Kegler, Sue DeWitt, Alden Advertiser and one students.

Absent: Trustee Daluisio, Deputy Clerk Galbraith and Attorney Trapp,

MOTION by Trustee Mezydlo, and seconded by Trustee Retzlaff, to approve the following appointments of Mayor Manicki.

**RESOLVE** that the regular meeting of the Board of Trustees shall be held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of the month, except when such dates shall fall on a holiday, in which case the regular meeting will be held on Tuesday.

**RESOLVE** that the regular meeting of the Board of Trustees shall convene at 6:30 P.M. for a work session and the regular meeting start at 7:30 P.M. The clock in the board room shall be designated as the official time.

**RESOLVE** that the regular meeting of the Planning Board be held the third Wednesday of each month.

**RESOLVE** that the regular meeting of the Zoning Board of Appeals be held the third Tuesday of each month on an as needed basis.

**RESOLVE** that the Board of Trustees shall authorize payment in advance of audit of claims for utility services, postage, payroll and debt service, all such claims shall be presented at the next regular meeting for audit.

**RESOLVE** to designate the Alden State Bank, as the official depositories of Village funds.

**RESOLVE** to designate the Alden Advertiser as the Village of Alden's official newspaper.

**RESOLVE** that the Treasurer be authorized to invest surplus funds as per investment policy.

**RESOLVE** that the Deputy Clerk/Treasurer be authorized to sign checks in the absence of the Village Clerk/Treasurer.

**RESOLVE** to authorize the Mayor, Board of Trustees, and other municipal officials to attend at reasonable expense to the village, meetings of the following named organizations to which the Village of Alden or an official is a member: Conference of Mayors, Village Officials Association of Erie County, Western New York Officials Association, Erie County Governments, Municipal Administrative Officers Association, Water Pollution Control Federation, American Water Works Association, New York State Bar Association, New York State Court Clerks Association, Niagara Frontier Building Officials Association, NYS Magistrates Association, Judges & Police Conference of Erie County, NYS Rural Water Association, NEST, Alden Chamber of Commerce, Western New York Storm Water Coalition, NYS Society of Municipal Finance Officers, New York Planning Federation, International Codes Council, American Public Works Association.

**RESOLVE** to approve the Alden Hook & Ladder Fire Company Inc., to conduct fund raisers throughout the upcoming fiscal year as submitted.

**RESOLVE** to approve the Alden Hook & Ladder Fire Company's list of active, and fire police members as Volunteers for the Village of Alden Fire Department, Village of Alden Emergency Medical Services Department.

**RESOLVE** to approve travel reimbursement for mileage at the current IRS rate, to approve toll and parking receipts, and that meals be at reasonable cost to the Village, while performing their official duties on behalf of the Village.

**RESOLVE** to approve the use of Village owned and/or insured vehicles by Village employees and/or volunteers while performing their official duties on behalf of the Village.

**RESOLVE** to approve a per diem rate of \$180 per month for the Code Enforcement Officer/Building Inspector, for the use of his personal vehicle while performing his official duties on behalf of the Village.

**RESOLVE** to adopt the Procurement Policy on file in the Village Clerk's office.

**RESOLVE** to adopt the investment policy of the Village of Alden on file in the Village Clerk's office.

**RESOLVE** to approve \$25 per meeting to members of Planning Board and Zoning Board of Appeals.

**RESOLVE** to approve \$35 per meeting to secretaries/clerks of Planning Board and Zoning Board of Appeals.

**RESOLVE** to approve any changes made to the Fee Schedule of the Village Code Book as reviewed by all department heads.

**RESOLVE** to approve the Village of Alden Disaster Plan on file in the Village Clerk's office.

**RESOLVE** to allow Village employees to respond to Fire/EMS calls during regular business hours.

**RESOLVE** to adopt the EMS Transportation Rates for 2014-2015 as follows:

Treat & Release	\$400.00
Basic Life Support	\$675.00
Advanced Life Support Call-1	\$950.00
Advanced Life Support Call-2	\$1,050.00
Mileage Rate	\$20.00/mile

**RESOLVE** to approve the use of village vehicles outside of village limits for the following: approved training, seminars, meetings, emergency purposes (hospital on ambulance call, mutual aid calls), parades, and other village business.

## **MAYOR'S APPOINTMENTS**

**RESOLVE** to approve Mayor Manicki's appointment of Trustee Mezydlo as Deputy Mayor of the Village of Alden for a one year term.

**RESOLVE** to approve Mayor Manicki's appointment of Sue Galbraith as Deputy Clerk/Treasurer for a term to expire March 31, 2015.

**RESOLVE** to approve Mayor Manicki's appointment of Randal Crist, Officer of the Court, at a rate of \$40 per session.

**RESOLVE** to approve Mayor Manicki's appointment of Sue Galbraith, Clerk & Secretary to the Zoning Board of Appeals.

**RESOLVE** to approve Mayor Manicki's appointment of Karen Muchow, as Village Historian.

**RESOLVE** to approve Mayor Manicki's appointment of Patricia Tavlaris as Clerk to Village Justice, for a period of one year at an hourly rate.

**RESOLVE** to approve Mayor Manicki's appointment of Joseph Randazzo, as Acting Village Justice for a one year term.

**RESOLVE** to approve Mayor Manicki's appointment of Joseph Czechowski as SEQR and Development Officer for the Village of Alden.

**RESOLVE** to approve Mayor Manicki's reappointment of Patricia Shingledecker as Secretary to the Planning Board.

**RESOLVE** to approve Mayor Manicki's reappointment of Michael DeWitt, as member of the Zoning Board, term to expire 3/31/2019.

**RESOLVE** to approve Mayor Manicki's appointment of Doug Henry, as a member of the Planning Board, term to expire 3/31/2021.

**RESOLVE** to approve Mayor Manicki's appointment of James Gerber and Ryan Sheedy, as Assistant Disaster Coordinators for a one year term.

**RESOLVE** to approve Mayor Manicki's appointment of Chris G. Trapp as Village Attorney/Village Prosecutor for a one year term.

**RESOLVE** to approve Mayor Manicki's appointment of Trustee Retzlaff, as representative to the NEST board.

**RESOLVE** to approve Mayor Manicki's appointment of Keith Sitzman, Supt. of Public Works as alternate representative to the NEST board.

**RESOLVE** to approve the following list of committees.

## **COMMITTEES FOR 2014-2015**

### **CHAIRPERSON: Mayor Manicki**

- Budget Officer-Clerk/Treasurer Wachowiak
- Disaster Coordinator- Asst. Coordinator

- Multi-channel Service Administrator
- Insurance Administrator
- Fiscal Oversight Committee

**CHAIRPERSON RETZLAFF:**

- Computer- Supt. Sitzman, Clerk/Treasurer Wachowiak, Mayor Manicki
- Solid Waste-Supt. Sitzman
- Liaison to the School

**CHAIRPERSON: Trustee Daluisio**

- Water-Mezydlo, Manicki,
- Sanitary & Storm Sewers-Mezydlo, Warmus
- Personnel-Manicki, Clerk/Treasurer Wachowiak
- Liaison to Alden Chamber of Commerce-Manicki

**CHAIRPERSON: Trustee Mezydlo**

- Streets & Sidewalks-Warmus, Manicki,
- Safety-Supt. Sitzman, Clerk/Treasurer Wachowiak, Fire Chief
- Parks-Sitzman, Warmus
- Municipal Building Maintenance & Cleaning-Supt. Sitzman

**CHAIRPERSON: Trustee Warmus**

- Liaison to the Town
- Affirmative Action and Fair Housing Officer
- Fire Dept. & EMS Dept., Retzlaff, Manicki
- Ordinances- Counsel CEO/BI Czechowski, Attorney Trapp

Roll Call Vote: Trustee Retzlaff - Aye  
 Trustee Warmus - Aye  
 Trustee Mezydlo - Aye  
 Mayor Manicki – Aye Carried.

I respectfully submit,

Sue Galbraith,  
 Deputy Village Clerk

